

# Administrative Establishment of Child Support Obligations

## What is it?

Administrative establishment of child support obligations, authorized on a trial basis by the Florida Legislature, allows the Child Support Enforcement program to issue a support order without the need for a court hearing.

## What are the benefits?

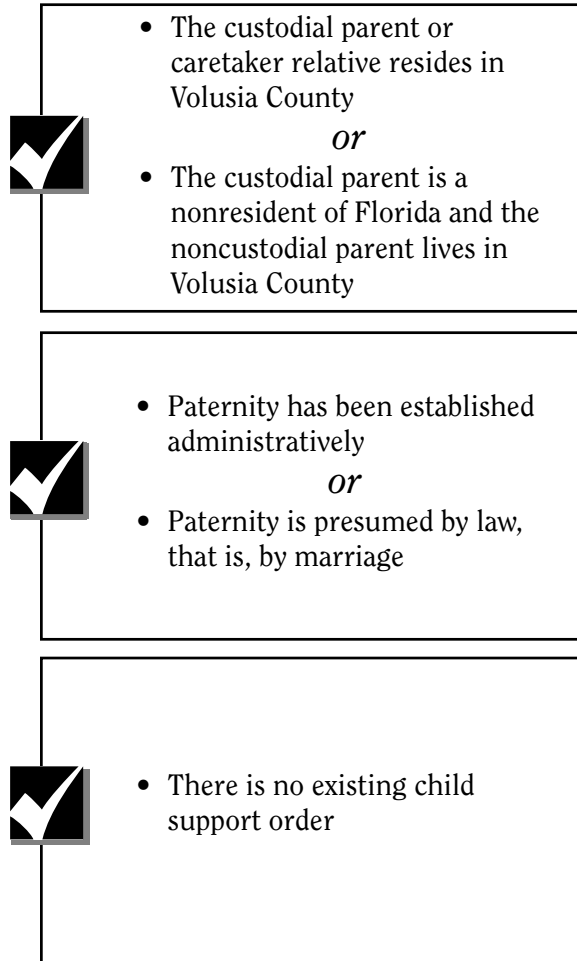
The administrative process may reduce the time it takes to obtain child support. This means the custodial parent may receive payments more quickly than if the case went to court. The administrative process eliminates court appearances that are a normal part of the judicial process. This reduces the burden on both parents by avoiding lost work time often experienced when attending required court hearings.

The court and administrative establishment processes use the same child support guidelines established by law to set the amount of support to be paid by a noncustodial parent.

**“The administrative process may reduce the time it takes to obtain child support.”**

## When can it be used?

The administrative process is being piloted in Volusia County and may be used when the criteria below are met.



A final administrative child support order can be issued when one of the following occurs.

1. The noncustodial parent agrees in writing to the administrative child support order.
2. The noncustodial parent does not file a request for a hearing within 20 days.
3. An administrative hearing is held and the Division of Administrative Hearings issues an administrative child support order.

A copy of the final administrative child support order is sent to both parents by regular mail, and a certified copy is filed with the Clerk of Court. At the same time, income deduction is initiated if the noncustodial parent's employer is known.

Once a final order is issued, the noncustodial parent may still seek a judicial review of the final support order in the District Court of Appeals.

### **How long does an Administrative Support Order stay in effect?**

A final administrative child support order remains in effect until it is modified by the Child Support Enforcement Program, is vacated on appeal, or is superseded by a subsequent judicial support order. If the Child Support Enforcement Program closes the case, the child support order remains in effect and can be enforced.

To modify an administrative child support order, the Child Support Enforcement Program must follow the same procedures used in establishing the order. A case must meet the same statutory criteria when modifying a judicial support order.

### **For More Information on the Administrative Support Order Process**

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Contact the Florida Department of Revenue, Child Support Enforcement, Customer Service Unit at

**1-800-622-5437**



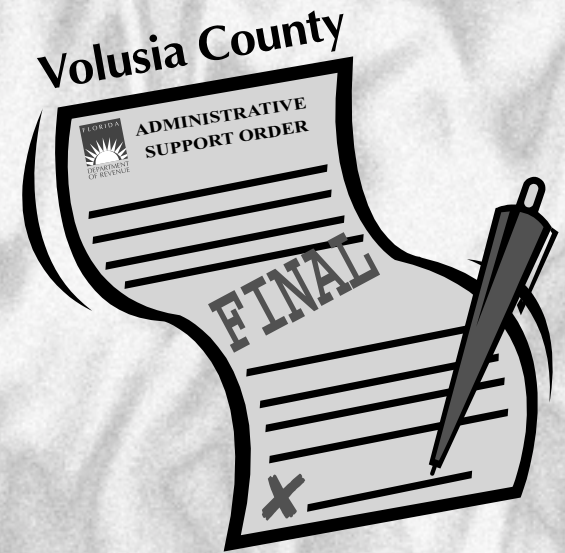
For general information on the Child Support Enforcement Program, visit our web site at:

**[www.myflorida.com/dor/childsupport](http://www.myflorida.com/dor/childsupport)**

*The information in this brochure is based on Florida and federal laws. For specific legal advice, you should consult an attorney.*

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**Child Support  
Enforcement**